



A. CALL TO ORDER

B. PRESENTATIONS, ANNOUNCEMENTS, SPECIAL REPORTS

C. CITIZEN COMMENTS

This section of the agenda allows citizens to address the Commission regarding any issue not on the agenda. The duration for each individual speaking is limited to 3 minutes. Matters requiring further investigation or detailed answers will be referred to City staff for follow-up and report at a future meeting.

D. CONSENT AGENDA (Item No. 1)

Page #

The Consent Agenda will be enacted with one vote. The Chairman will first ask the staff, the public and the Commissioners if there is anyone who wishes to remove any item from the Consent Agenda for discussion and consideration. The matters removed from the Consent Agenda will be considered individually at the end of this Agenda under "Items Removed from the Consent Agenda." At that time, any member of the audience may comment on any item pulled from the Consent Agenda. The entire Consent Agenda, with the exception of items removed to be discussed under "Items Removed from the Consent Agenda," is then voted upon by roll call under one motion.

1. Approval of the Minutes for the Meeting of June 9, 2008309

E-F. PUBLIC HEARINGS

1. Resolution No. 565-08 Adopting the Tualatin Development Commission Budget for the314
Fiscal Year Commencing July 1, 2008, Making Appropriations,
and Declaring the Tax Increment District Certified

G. GENERAL BUSINESS

None.

H. ITEMS REMOVED FROM CONSENT AGENDA

Items removed from the Consent Agenda will be discussed individually at this time. The Chairman may impose a time limit on speakers addressing these issues.

I. COMMUNICATIONS FROM COMMISSIONERS

J. EXECUTIVE SESSION

K. ADJOURNMENT




Approved by Tualatin
Development Commission
Date 6-23-08
Recording Sec MSmith

STAFF REPORT

TUALATIN DEVELOPMENT COMMISSION

TO: Honorable Chairman and Members of the Commission

FROM: Sherilyn Lombos, Administrator 

DATE: June 23, 2008

SUBJECT: APPROVE MINUTES FOR THE MEETING OF JUNE 9, 2008

ISSUE BEFORE THE COMMISSION:

The issue before the Commission is to approve the minutes for the Tualatin Development Commission work session and meeting of June 9, 2008.

RECOMMENDATION:

Staff respectfully recommends that the Commission adopt the attached minutes.

FINANCIAL IMPLICATIONS:

There are no financial impacts associated with this item.

Attachments: Minutes

TUALATIN DEVELOPMENT COMMISSION

18880 S.W. MARTINAZZI AVENUE
TUALATIN, OREGON 97062-0369

503 / 692-2000

Approved by Tualatin
Development Commission
Date 6-23-08
Recording Sec M. Smith



TUALATIN DEVELOPMENT COMMISSION WORK SESSION MINUTES OF JUNE 9, 2008

PRESENT: Chairman Lou Ogden, Commissioners Chris Barhyte, Monique Beikman, Bob Boryska, Jay Harris, and Donna Maddux; Sherilyn Lombos, City Manager; Brenda Braden, City Attorney; Mike McKillip, City Engineer; Doug Rux, Community Development Director; Don Hudson, Finance Director; Dan Boss, Operations Director; Carina Christensen, Assistant to the City Manager; Colin Cortes, Assistant Planner; Nancy McDonald, Human Resources Director; Paul Hennon, Community Services Director; Kent Barker, Chief of Police; Ginny Kirby, Recording Secretary

ABSENT: Ed Truax* [**denotes excused*]

[Unless otherwise noted MOTION CARRIED indicates all in favor.]

A. CALL TO ORDER

Chairman Ogden called the work session to order at 6:51 p.m.

B. PRESENTATIONS, ANNOUNCEMENTS, SPECIAL REPORTS

Not applicable.

C. CITIZEN COMMENTS

Not applicable.

D. CONSENT AGENDA

The Consent Agenda was reviewed by the Commission.

E. PUBLIC HEARINGS - *Legislative or Other*

Not applicable.

F. PUBLIC HEARINGS - *Quasi-Judicial*

Not applicable.

G. GENERAL BUSINESS

Not applicable.

H. ITEMS REMOVED FROM CONSENT AGENDA

Not applicable.

I. COMMUNICATIONS FROM COMMISSIONERS

Commissioner Barhyte asked that staff please present an update at the next Work Session regarding Urban and Rural Reserves.

J. EXECUTIVE SESSION

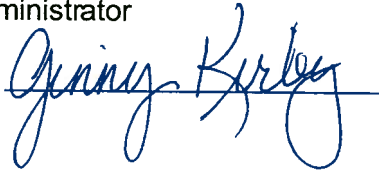
Not applicable.

K. ADJOURNMENT

The work session adjourned at 6:52 p.m.

Sherilyn Lombos, Administrator

Recording Secretary

A handwritten signature in blue ink, appearing to read "Genny Kirby", is written over a horizontal line.

TUALATIN DEVELOPMENT COMMISSION

18880 S.W. MARTINAZZI AVENUE
TUALATIN, OREGON 97062-0369

503 / 692-2000

Approved by Tualatin
Development Commission
Date 6-23-08
Authorizing Sec MGM



TUALATIN DEVELOPMENT COMMISSION MEETING MINUTES OF JUNE 9, 2008

PRESENT: Chairman Lou Ogden, Commissioners Chris Barhyte, Monique Beikman, Bob Boryska, Jay Harris, and Donna Maddux; Sherilyn Lombos, City Manager; Brenda Braden, City Attorney; Mike McKillip, City Engineer; Doug Rux, Community Development Director; Don Hudson, Finance Director; Carina Christensen, Assistant to the City Manager; Ginny Kirby, Recording Secretary

ABSENT: Ed Truax* [** denotes excused*]

[Unless otherwise noted MOTION CARRIED indicates all in favor.]

A. CALL TO ORDER

Chairman Ogden called the meeting to order at 9:52 p.m.

B. PRESENTATIONS, ANNOUNCEMENTS, SPECIAL REPORTS

None.

C. CITIZEN COMMENTS

None.

D. CONSENT AGENDA

MOTION by Commissioner Harris, SECONDED by Commissioner Beikman to adopt the Consent Agenda as read:

1. Approval of Minutes for the Meeting of May 27, 2008
2. Resolution No. 562-08 Authorizing Changes to the Adopted 2007-08 Budget
3. Resolution No. 563-08 Authorizing the Issuance and Negotiated Sale of the Leveton Tax Increment District Short-Term Subordinate Urban Renewal Bond Series 2008
4. Resolution No. 564-08 Authorizing the Issuance and Negotiated Sale of the Central Urban Renewal District Short-Term Subordinate Urban Renewal Bond Series 2008

MOTION CARRIED.

E-F. PUBLIC HEARINGS

None.

G. GENERAL BUSINESS

None.

H. ITEMS REMOVED FROM CONSENT AGENDA

Items removed from the Consent Agenda will be discussed individually at this time. The Chairman may impose a time limit on speakers addressing these issues.

I. COMMUNICATIONS FROM COMMISSIONERS

None.

J. EXECUTIVE SESSION

None.

K. ADJOURNMENT

The meeting adjourned at 9:54 p.m.

Sherilyn Lombos, Administrator

Recording Secretary

A handwritten signature in blue ink, appearing to read "Ginny Kirby", is written over a horizontal line.





Approved by Tualatin
Development Commission
Date 6-23-08
Recording Sec M. Smith

STAFF REPORT

TUALATIN DEVELOPMENT COMMISSION

TO: Honorable Chairman and Members of the Commission

THROUGH: Sherilyn Lombos, Administrator 

FROM: Donald A. Hudson, Finance Director 

DATE: June 23, 2008

SUBJECT: A RESOLUTION ADOPTING THE TUALATIN DEVELOPMENT COMMISSION BUDGET FOR THE FISCAL YEAR COMMENCING JULY 1, 2008, MAKING APPROPRIATIONS AND DECLARING THE TAX INCREMENT TO BE CERTIFIED

ISSUE BEFORE THE COMMISSION:

Adoption of the Fiscal Year 2008 – 2009 budget.

RECOMMENDATION:

Staff recommends adoption of the attached resolution, which includes the Approved Fiscal Year 2008 - 2009 Budget, with additional changes as outlined below.

EXECUTIVE SUMMARY:

- This is a public hearing to consider public input on the Fiscal Year 2008 - 2009 Budget.
- The Budget Committee approved the proposed budget on June 2, 2008.
- State law requires the Commission to adopt a budget prior to July 1, 2008.
- The total of the Fiscal Year 2008 - 2009 Budget is \$27,925,790. This figure includes updated projections.

OUTCOMES OF DECISION:

By adopting the budget before July 1st, the Commission will be able to operate, expend money and incur liabilities for fiscal year 2008 - 2009.

DISCUSSION:

The total budget for the Commission is \$27,925,790 and is divided among Economic Development Administration (\$759,160), Central Urban Renewal Projects (\$5,125,215),

Central Urban Renewal Bonds (\$2,562,600), Leveton Tax Increment District Projects (\$14,897,860) and Leveton Tax Increment District Bonds (\$4,580,955). The Project funds receive funds from the Bond Funds to account for capital projects that are identified in each District's adopted Plan. The Bond funds receive the tax increment revenues and account for the debt service expenditures.

Identified projects scheduled for this upcoming fiscal year in the Central Urban Renewal District include completion of the commuter rail platform, pedestrian enhancements on Tualatin-Sherwood Road (between Martinazzi Avenue and Boones Ferry Road) and the Tualatin Commons East project. The Leveton Tax Increment District budget includes projects for the extension of 124th Avenue, widening and reconstruction of Herman Road, extension of Leveton Drive, a traffic signal at 108th and Tualatin Road and the design and right-of-way acquisition on Cummins Drive.

In addition to the budget approved by the budget committee, the Commission has the ability to change the approved budget in each fund by no more than 10% of the total budget. Typical changes that the Commission may make are related to unanticipated lags in completion of capital projects that necessitate adjustments to future year budget(s), especially for large construction projects. The adjustments included in the attached resolution fall into this category.

The carry-forwards for these projects are "self-funding" because the beginning fund balance for 2008 - 2009 is increased by the amount budgeted and not spent in the current fiscal year (2007 - 2008). This increases both the revenue and the expenditure appropriations in the appropriate fund.

Proposed changes include:

Central Urban Renewal District Projects Fund

- Consultants for outstanding projects - \$70,000
- Commuter Rail (UC0302) - \$80,000
- Tualatin-Sherwood Enhancement (UC0602) - \$150,000
- Commons West (UC0403) - \$7,000
- Clock/Bell Tower (UC0101) - \$13,000

Leveton Tax Increment District Projects Fund

- 124th Avenue-Myslony/Tualatin-Sherwood (UL0501) - \$600,000
- Herman Road-108th/124th (UL0701) - \$360,000
- Leveton Drive/128th-130th to 99W (UL0801) - \$40,000
- 128th Avenue-Leveton to Cummins (UL0802) - \$10,000

None of the carry-forwards exceed 10% of the approved budget and are, therefore, allowed to be added by the Commission at the public hearing.

Attachments: Resolution

RESOLUTION NO. 565-08

A RESOLUTION ADOPTING THE TUALATIN DEVELOPMENT COMMISSION'S BUDGET FOR THE FISCAL YEAR COMMENCING JULY 1, 2008, MAKING APPROPRIATIONS AND DECLARING THE TAX INCREMENT TO BE CERTIFIED.

BE IT RESOLVED BY THE TUALATIN DEVELOPMENT COMMISSION, THE RENEWAL AGENCY OF THE CITY OF TUALATIN, OREGON, that:

Section 1. The Board of Commissioners of the Tualatin Development Commission hereby adopts the Budget approved by the Budget Committee and adjusted by the Commission for 2008 - 09 in the total sum of \$27,925,790 (including \$1,832,840, Reserves) now on file at the City Offices.

Section 2. The amounts for the fiscal year beginning July 1, 2008, and for the purposes shown below, are hereby appropriated:

URBAN REDEVELOPMENT ADMINISTRATION FUND

Personal Services	\$ 245,346
Material & Services	58,584
Transfers	195,494
Contingency	259,736

Total URBAN REDEVELOPMENT ADMIN FUND Appropriation.....\$ 759,160

CENTRAL URBAN RENEWAL DISTRICT - PROJECT FUND

Material & Services	\$ 170,562
Capital Outlay	4,141,670
Transfers	266,000
Contingency	300,000

Total CURD PROJECT FUND Appropriation.....\$ 4,878,232

Reserve Funds	<u>246,983</u>
Total CURD PROJECT FUND	\$5,125,215

CENTRAL URBAN RENEWAL DISTRICT - BOND FUND

Material & Services	\$ 7,200
Debt Service	2,282,368

Total CURD BOND FUND Appropriation.....\$ 2,289,568

Reserve Funds	<u>273,032</u>
Total CURD BOND FUND	\$2,562,600

LEVETON TAX INCREMENT DISTRICT PROJECT FUND

Material & Services	\$ 10,000
Capital Outlay	13,810,000
Transfers	483,230
Contingency	300,000

Total LEVETON TAX INCREMENT DISTRICT PROJECT FUND Appropriation.....	\$14,603,230
Reserve Funds	<u>294,630</u>
Total LTID PROJECT FUND	\$14,897,860

LEVETON TAX INCREMENT DISTRICT BOND FUND

Material & Services	\$ 9,000
Debt Service	3,553,760

Total LEVETON TAX INCREMENT DISTRICT BOND FUND Appropriation	\$ 3,562,760
Reserve Funds	<u>1,018,195</u>
Total LTID BOND FUND	\$ 4,580,955

TOTAL APPROPRIATIONS	\$26,092,950
TOTAL RESERVES.....	<u>1,832,840</u>
TOTAL DEVELOPMENT COMMISSION BUDGET	<u>\$27,925,790</u>

Section 3. The Tualatin Development Commission hereby certifies to the County Assessor(s) for the Central Urban Renewal Plan Area a request for the maximum amount of revenue that may be raised by dividing the taxes under Section 1c, Article IX, of the Oregon Constitution, and no tax increment amount to be raised through the imposition of a special levy.

Section 4. The Tualatin Development Commission hereby certifies to the County Assessor(s) for the Leveton Tax Increment Plan Area a request for the maximum amount of revenue that may be raised by dividing the taxes under Section 1c, Article IX, of the Oregon Constitution, and no tax increment amount to be raised through the imposition of a special levy.

INTRODUCED AND ADOPTED this 23rd day of June, 2008.

TUALATIN DEVELOPMENT COMMISSION, the
Urban Renewal Agency of the City of Tualatin

BY _____
Chairman

ATTEST:

BY *[Signature]*
Administrator

APPROVED AS TO LEGAL FORM

Brenda L. Braden
CITY ATTORNEY